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**FEB - 2017**

**BHARATHIAR UNIVERSITY**

**COIMBATORE – 641 046.**

**APPLICATION FORM**

**FOR CAREER ADVANCEMENT SCHEME PROMOTION**

**AS PER SYNDICATE MINUTES & UGC GUIDELINES FOR UNIVERSITY FACULTY**

**Designation & Current Stage**

**Designation & Stage to be Promoted**

**Professor (Stage 5) to Senior Professor (Stage 6)**

**PART - A GENERAL & ACADEMIC BACKGROUND**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. | Name (in Block Letters): |  | | | | | | | | |
| 2. | Father’s Name/Mother’s Name: |  | | | | | | | | |
| 3. | Date of Birth& Age: |  | | | | | | | | |
| 4. | Category: Please tick () in appropriate box. |  | | | | | | | | |
| GEN | BC | MBC | DNC | | SC | ST | PH |  |
| 5. | Current Designation & Academic Grade Pay(AGP): |  | | | | | | | | |
| 6. | Department / School: |  | | | | | | | | |
| 7. | Date of last Promotion, if any: |  | | | | | | | | |
| 8. | Date of eligibility for promotion as per UGC Guidelines Letter dated 13.06.2013  N.B.: Counting of past service, if any, is to be considered while deciding the date of eligibility for promotion. | Applicant’s Claim (In case of counting of past service for the date of eligibility for promotion, justification for the same is to be given) | | | | Official Note on Verification of the Claim | | | | |
|  | | | |  | | | | |
| 9. | Address for correspondence  (with pin code): |  | | | | | | | | |
|  | Permanent Address (with pin code): |  | | | | | | | | |
| 11. | Telephone No./ Mobile No: |  | | | | | | | | |
| 12. | E-mail Id: |  | | | | | | | | |

*All information provided here should duly be supported by documentary proof.*

1. **Academic Qualifications:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **A. Last Academic Qualification (other than research degree(s)):** | | | | | |
| Degree/ Certificate | Name of the Board/University | Year of Passing | Percentage of Marks Obtained | Division/ Class/Grade | Subject (s) |
|  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **B. Research Degrees:** | | | |
| Degree | Title of Dissertation/Thesis | Date of Award | Name of the University |
| M. Phil. |  |  |  |
| Ph. D. / D. Phil. |  |  |  |
| D. Sc. / D. Litt. |  |  |  |
| Others |  |  |  |

1. **Position(s) held Prior to Joining this University, if any:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Designation | Name of Employer | Date of | | Gross salary with AGP/Scale of Pay/ Total Pay | Reason for Leaving |
| Joining | Leaving |
|  |  |  |  |  |  |
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1. **Posts held after Appointment at the University:**

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| --- | --- | --- | --- | --- |
| Designation | Department/School | Period | | Pay Scale/Academic Grade Pay (AGP)/Total Pay |
| From | To |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. **Period of Teaching and/ or Research Experience (Other than time taken for obtaining Ph.D. Degree:**

|  |  |  |
| --- | --- | --- |
| Teaching and/ or Research Experience | No. of years | Total Experience (in years) |
| **I)Level of Classes** | | |
| PG Classes |  |  |
| UG Classes |  |  |
| Total: | |  |
| **II)Research Experience** | | |
|  |  |  |
|  |  |  |
| Total: | |  |
| Total (I+II): | |  |

1. **Field(s) of Specialisation under the Subject/ Discipline:**

**(a)**

**(b)**

1. **Orientation/ Refresher Course(s)/ Other Courses Attended:**

|  |  |  |  |
| --- | --- | --- | --- |
| Title of the Course | Place | Duration (No. of Weeks/Days) | Period |
|  |  |  |  |
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**PART-B:**

**ACADEMIC PERFORMANCE INDICATOR**

**(Format for application to Senior Professor)**

ALL INFORMATION PROVIDED IN THE API BASED PBAS PROFORMA MUST BE SUPPORTED BY DOCUMENTARY PROOF AND DOCUMENT TAG NO. AGAINST THE RELEVANT INDICATOR

**CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Category  No. | Nature of Activity | **Professor** | | Self Appraisal Score to be submitted by the applicant  [Academic year wise] | Supporting Document as proof  [Tag No. 1, 2, 3… or 1 to n] | Verified API Score (for Office use only) |
| Max Score | Actual Score |
| I.a | Direct Teaching  (Lectures/Tutorials/Practicals /Project Supervision/Field Work) | 60 | Actual hours spent per academic year ÷**7.75** | Academic Year – 1 |  |  |
| Academic Year – 2 |  |  |
| **.**  **.**  **.** | **.**  **.**  **.** |  |
| Academic Year - 9 |  |  |
| Academic Year - 10 |  |  |
| I.b | Examination duties  (question paper setting, Invigilation, evaluation of  answer scripts) as per allotment | 20 | Actual hours  spent per  academic year  ÷10 | Academic Year – 1 |  |  |
| Academic Year – 2 |  |  |
| **.**  **.**  **.** | **.**  **.**  **.** |  |
| Academic Year - 9 |  |  |
| Academic Year – 10 |  |  |
| I.c | Innovative Teaching - learning methodologies,  updating of subject  contents/courses, mentoring etc. | 10 | Actual hours  spent per  academic year  ÷10 | Academic Year – 1 |  |  |
| Academic Year – 2 |  |  |
| **.**  **.**  **.** | **.**  **.**  **.** |  |
| Academic Year - 9 |  |  |
| Academic Year - 10. |  |  |
| **TOTAL SCORE in category-I** | | | | | |  |

**The minimum API Score required under Category-I is 70 per Year.**

**CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Category  No. | Nature of Activity | **Professor** | | Self Appraisal Score to be submitted by the applicant | Supporting Document as proof  [Tag No. 1, 2, 3… or 1 to n] | Verified API Score (for Office use only) |
| Max Score | Actual Score |
| II.a | **Student related  co-curricular, extension and field based activities:**  (i) Discipline related  co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.)  (ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.)  (iii) Extension and dissemination activities (public /popular  lectures/talks/seminars etc.) | 15 | Actual hours  spent per  academic year  ÷10 |  |  |  |
| II.b | **Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities:**  i). Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge)  (ii). Participation in Board of Studies, Academic and Administrative Committees | 15 | Actual hours  spent per  academic year  ÷10 |  |  |  |

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| II.c | **Professional Development activities (such as participation in seminars,**  **conferences, short term training courses, industrial experience, talks, lecturesin refresher / faculty development courses, dissemination and general articles and any other contribution)** | 15 | Actual hours  spent per  academic year  ÷10 |  |  |  |
| **TOTAL SCORE in Category-II** | | | | | |  |

**The Minimum API Score required under category-II is 100 per Assessment period**

**CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Category  No. | Nature of Activity | Faculty of Sciences /  Engineering / Agriculture /  Medical / Veterinary Sciences | Faculties of Languages /  Humanities / Arts / Social Sciences/ / Library / Physical education /  Management | | Maximum score for  University | Self Appraisal Score to be submitted by the applicant | | Supporting Document as proof  [Tag No. 1, 2, 3… or 1 to n] | Verified API Score (for Office use only) |
| III (A) | Research  Papers  published in: | Refereed Journals as notified by  the UGC | Refereed Journals as notified by the  UGC | | 25 per Publication |  | |  |  |
| Other Reputed Journals as  notified by the UGC | Other Reputed Journals as notified  by the UGC | | 10 per Publication |  | |  |  |
| III (B) | Publications  other than  journal  articles  (books,  chapters in  books) | **i.** Text/Reference, Books  published by International  Publishers, with ISBN/ISSN  number as approved by the  University and posted on its  website. The List will be intimated to UGC. | Text/Reference Books, published  by International Publishers, with  ISBN/ISSN number as approved by  the University and posted on its  website. The List will be intimated  to UGC. | | 30 per Book for  Single Author |  | |  |  |
| **ii.** Subject Books, published by  National level publishers, with  ISBN/ISSN number or State /  Central Govt. Publications as  approved by the University and  posted on its website. The List  will be intimated to UGC. | Subject Books, published by  National level publishers, with  ISBN/ISSN number or State /  Central Govt. Publications as  approved by the University and  posted on its website. The List will  be intimated to UGC. | | 20 per Book for  Single Author |  | |  |  |
| **iii.** Subject Books, published by  Other local publishers, with  ISBN/ISSN number as approved  by the University and posted on  its website. The List will be  intimated to UGC. | Subject Books, published by Other  local publishers, with ISBN/ISSN  number as approved by the  University and posted on its  website. The List will be intimated  to UGC. | | 15 per Book for  Single Author |  | |  |  |
| **iv.** Chapters in Books, published by  National and International level  publishers, with ISBN/ISSN  number as approved by the  University and posted on its  website. The List will be intimated  to UGC. | Chapters in Books, published by  National and International level  publishers, with ISBN/ISSN  number as approved by the  University and posted on its  website. The List will be intimated  to UGC. | | International –10  per Chapter  National – 5 per  Chapter |  | |  |  |
| **III(C) RESEARCH PROJECTS** | | | | | | | | | |
| III (C) (i) | Sponsored  Projects | (a) Major Projects with grants  above Rs. 30 lakhs | Major Projects with grants  above Rs. 5 lakhs | | 20 per Project |  | |  |  |
| (b) Major Projects with grants  above Rs. 5 lakhs up to Rs. 30  lakhs | Major Projects with grants  above Rs. 3 lakhs up to Rs. 5  lakhs | | 15 per Project |  | |  |  |
| (c) Minor Projects with grants  above Rs. 1 lakh up to Rs. 5  lakhs | Minor Projects with grants  above Rs. 1 lakh up to Rs. 3  lakhs | | 10 per Project |  | |  |  |
| III (C) (ii) | Consultancy  Projects | Amount mobilized with a minimum of Rs.10 lakhs | Amount mobilized with a minimum of Rs. 2 lakhs | | 10 for every Rs.10 lakhs  and Rs.2 lakhs, respectively |  | |  |  |
| **III (D) RESEARCH GUIDANCE** | | | | | | | | | |
| III (D) (i) | M.Phil. | Degree awarded | Degree awarded | | 5 per candidate |  | |  |  |
| III (D) (ii) | Ph.D. | Degree awarded / Thesis  submitted | Degree awarded / Thesis  submitted | | 15/10 per candidate |  | |  |  |
| **III (E) Fellowships, Awards and Invited lectures delivered in conferences / seminars:** | | | | | | | | | |
| III (E) i | Fellowships/  Awards | International  Award/Fellowship from academic bodies | International Award / Fellowship  from academic bodies/ associations | | 15 per Award / 15  per Fellowship |  | |  |  |
| National Award/Fellowship  from academic bodies | National Award/Fellowship from  academic bodies/ associations | | 10 per Award / 10  per Fellowship |  | |  |  |
| State/University level Award from academic bodies | State/University level Award from  academic bodies/ associations | | 5 Per Award |  | |  |  |
| III (E) (ii) | Invited lectures /  papers | International | International | | 7 per lecture /  5 per paper  presented |  | |  |  |
| National level | National level | | 5 per lecture /  3 per paper  presented |  | |  |  |
| State/University level | State/University level | | 3 per lecture /  2 per paper  presented |  | |  |  |
|  | The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any  assessment period | | | | | | | | |
| III(F) | Development of e-learning delivery process/material | | | 10 per module | | |  | | |

**The Minimum API Score required under category-III is 400 per Assessment period**

**PART-B: SUMMARY OF API SCORES FOR THE ENTIRE ASSESSMENT PERIOD:**

|  |  |  |  |
| --- | --- | --- | --- |
| **SUB- CATEGORY** | **Minimum Required Score** | **Self Appraised Score** | **Verified API Score (for office use only)** |
| **Category- I** | **70 per Year** |  |  |
| **Category- II** | **100 per Assessment period** |  |  |
| **Category- III** | **400 per Assessment period** |  |  |
| **Category II + III** | **600 per Assessment period** |  |  |

**PART – C: OTHER RELEVANT INFORMATION**

***Please give details of any other significant contributions not included above. All information provided here should be supported by documentary proof.***

|  |  |
| --- | --- |
| **Sl. No.** | **Details (Mention year, value, etc., where relevant)** |
|  |  |
|  |  |

**LIST OF ENCLOSURES: (Please attach, documentary proofs including copies of certificates, sanction orders, papers, etc. wherever necessary)**

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| --- | --- |
| 1. |  |
| 2. |  |
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I certify that all information including the personal data and duly filled PBAS proforma provided and documentary proof enclosed herewith are correct.

**Signature of the Applicant**

Place:

Date:

**Countersigned by:**

**Head of the Department/ Director of School /Dean of the Faculty concerned (in case the candidate is Head/Director)**

**Office Seal:**

Place:

Date: